

MEETING MINUTES
Approved on 10/17/18

North Shore Community College
Board of Trustees
Wednesday, September 26, 2018, 8:15 am - 10:00 am
Danvers Board Room

In Attendance

Alex Stone; Anhdao Tran-Moseman; Dr. J.D. LaRock; Jon Gjorga; Joseph Riley; Kevin Harron; Maria Vega-Viera; Nicole Bluefort; William DeRosa

Not In Attendance

Dale Pyatt; Dharma Cortes

1. Call to Order

Chair LaRock called the meeting to order.

2. Introductions

Chair LaRock asked all to introduce themselves.

3. Doc: 1 FY2019 BOT Contacts

Chair LaRock asked trustees to review the meeting schedule and contact list, and ensure it is up to date. He also asked them to look at Calendar of Events for trustees and encouraged them to attend as many events as they can.

4. Doc: 2 FY2019 Meeting Schedule

5. Public Comments

No Public Comments

6. Motion 19:01- to approve Minutes of June 20 2018 Doc: 3 FY2019

Move: Joseph Riley Second: Alex Stone Status: Passed

7. Student Showcase

Jon Gjorga reported on Constitution Day, which was celebrated on both the Danvers and Lynn campuses. He also reported on the Get Involved Fair, which involves clubs working together to form new clubs. There is still concern about having enough parking spaces at the Lynn Campus. President Gentile responded that there are many different ways for students to be aided with transportation, including for those on public transportation rather than driving we administer a discount card through the MBTA, and have the NSCC Uber Ride. For those who drive to the Lynn Campus and find no available parking spot, we have signage and Campus Police directs students to the MBTA garage across the street. Students can have the \$2

parking fee reimbursed through Financial Aid Services in the Lynn Campus Student Success Center. President Gentile also discussed the HereToHelp page on the College website which directs students to all kinds of help, including transportation.

Anhdao Tran-Moseman suggested trying an alternate means of communication instead of the website and it was agreed that an event to inform students would be helpful.

Jon also reported that the social interaction on the campuses with students and faculty members has been very positive.

a. Student Trustee

Chair LaRock asked Jon to tell of his background. Jon is taking 4 classes, majoring in Business Administration and intends to transfer to Northeastern U to obtain a degree in Economics and Business Management. He has known he would attend North Shore Community College since he was a freshman or sophomore in high school, to minimize the financial burden on his family. He loves North Shore Community College and feels he is getting an excellent education.

Nicole Bluefort added that North Shore Community College students do very well, as she had a former student working in her law firm as an intern, who went on to be the first attorney she hired.

8. President's Report

President Gentile reported that NEASC has a new name - NECHE, which is the accrediting body for the institution. Trustees have a very important role in the 10-year Self Study process that the College is now involved in. As part of preparation for the Report and Site Visit, we are getting our Policies and Procedures in order so that we can show this improvement under the Standard regarding governance.

The Policy and Planning Committee was created for this year to review and recommend new policies to the Board of Trustees. Current policies have been reformatted and organized by topic into a searchable Manual that will be digitally available to the College Community. The manual was provided to Trustees in June to look through over the summer months. The Committee met prior to the Board meeting and reviewed Current Policies that have been reformatted and edited to insert into the new manual. President Gentile asked Trustee Maria Vega Viera to report out the Committee's work and recommendation.

a. NEASC/NECHE: College Policies and Procedures, Bylaws Doc:4 FY2019 Doc:5 FY2019 Doc: 6 FY2019

Trustee Vega-Viera reported out on the committee meeting. Each Trustee had received a Table of Contents and link to the Manual to review. Current College Policies (CP) that were not highlighted as a "gap" were simply edited for format and language. Trustee Vega-Viera stated the Committee recommends Motion 19:02 to re-approve the current college policies in the new format. See Motion below. The Committee will be working with the College to review Policy recommendations that come from administration and the shared governance system and make recommendations to the Board on new policies.

In addition, Trustee Vega-Viera asked Trustees to review the Proposed Bylaw changes which are focused on inclusive language, revisions to state law, and in keeping with the College Policies. She led the Trustees through a quick review and stated that the Board will have an opportunity to discuss the changes and vote on the proposal in October.

b. Motion 19:02 - to approve current policies as stated in the Table of Contents provided

Move: Dr. J.D. LaRock Second: Joseph Riley Status: Passed

c. Work for the Year

President Gentile introduced Dr. Michael Badalado, Dean and Coordinator of NSCC Re-accreditation process, to review the NECHE Timeline and the Board's involvement.

- NEASC/NECHE Timeline/Board Involvement
Doc: 7 FY2019 Doc: 8 FY2019

Dr. Badalado reported that North Shore Community College is in the process of compiling a written required Self-Study report to be submitted to NECHE. The report is scheduled to be completed in the Spring of 2019. The Commission of Higher Education has now become its own entity, which is called the New England Commission on Higher Education (NECHE). The Study revolves around NECHE Nine Standards. Every standard flows from the first and most important standard, which is Mission and Purposes. Based on previous reports, Dr. Badalado anticipates the Site Visit Team's top two concerns will be master planning and learning assessment in the College's general education program. He encouraged new Board members to become familiar with accreditation. President Gentile reminded Trustees that they had been provided a training video prior to the summer recess. She will send the link location to Trustees again.

Joe Riley asked for clarification on the Standard related to Institutional Resources. Dr. Badalado answered that resources have to be adequate, appropriate and serve the institution's mission. There is more emphasis on how resources are used for students than how much resources the College has. NECHE is more impressed with student success and how the mission is served and how reflective the institution is.

Kevin Harron left the meeting at 8:51am.

Chair LaRock asked about the findings from the last accreditation. The last findings in 2009 included Assessment of General Education Program and Master Planning.

Chair LaRock asked what might be asked of the accreditation board and if they advise on trends. Dr. Badalado will provide reference material. The Accreditation Agencies are all transparent about their expectations.

Anhdao Tran-Moseman asked how a set of key performance indicators is defined. There are metrics (data forms) that need to be submitted with the narrative of the self study so that evidence is provided to accompany the narrative.

- VFA Report

Doc: 9 FY2019

Laurie LaChapelle reviewed the trend table from the last three years of the College's VFA data submission. President Gentile explained the background of the Voluntary Framework of Accountability and how it provides a more inclusive perspective and more meaningful data on the behaviors and outcomes of all our students compared to the IPEDS data that the US DOE compiles.

Chair LaRock asked what the overall narrative is and President Gentile answered that North Shore Community College has good metrics for a population of students with lower to moderate income and non traditional students. It is a good story for NSCC and the college will always continue to strive to do better.

(Joe Riley left the meeting at 9:23)

There was discussion about students entering with multiple goals and different success points, as well as completing degrees and certificates. A math error was noted, and the corrected version will be sent out.

Chair LaRock asked if the trustees could see a copy of the full report. A full report for the current data will be provided.

9. Chair's Report

Chair LaRock attended a Board of Higher Education retreat earlier in the month. He reported that the Commissioner will likely be pursuing a state-wide equity goal in regards to the gaps between lower income to higher income, white/minority and women/men. He noted that NSCC does well in reducing achievement gaps compared to MA peers.

There was discussion about the new MassGrant Plus funding streams. The funds were expected to roll out by August 1st, but criteria re application and who is eligible are still not finalized.

a. Committee Assignments

Doc: 10 FY2019

Committee assignments were reviewed.

10. Human Resource Development - VP Madeline Wallis FY2019

Doc: 11 FY2019

Vice President Madeline Wallis presented the HR Report.

11. Other Business

Anhdao Tran-Moseman asked about the Science Lab renovation project. President Gentile reported that the proposal submitted to the State under the DCAMM/EOE process were not funded. However, the College did receive nearly \$7 million in deferred maintenance funding and some of the issues in the Math&Science Building on the Danvers Campus will be addressed and that should help the science labs with HVAC challenges and proper air exchange. A new round of capital funding is expected in 2020 and the college will reapply.

(Jon Gjorga left the meeting at 9:30)

Alex Stone asked for more information on enrollment, which Dr. Jermaine Williams reported high level summary to date is the college is down in credits by 6% and down in headcount by 5.3%. Trustee Stone would like more segmented data, which will be provided.

Anhdao Tran-Moseman commented that a focus needs to be on Biotech industry. She also explained the concept of modular science lab units, as a way to eliminate more construction. President Gentile will explore the modular units.

12. Calendar of Events for Trustees: Fall 2018
Doc: 12 FY2019

13. Adjournment

Move: William DeRosa Second: Alex Stone Status: Passed